



DOE FEMP First Thursday Seminar *ESPCs for Small Sites (EPSC ENABLE)* Learner Guide

Short Description

Streamlining Energy Savings Performance Contracts (ESPCs) for Small Sites fosters skill in using ESPC ENABLE – a streamlined ESPC process that allows smaller facilities to contract with energy service companies (ESCOs) on energy-saving projects. Subject matter includes the GSA Schedule 84 contract, eligibility criteria, the use of standardized forms as well as self-assessments to reduce application time, costs, reviews, and approvals.

This course is offered live on June 7, 2012, and archived for 24/7 viewing after the live training event.

Core Competency Areas Addressed in the Training

Energy/Sustainability and Facility Managers

- Building Technologies
- Commissioning Process
- Energy Analysis
- Investigative Skills
- Measurement and Verification Benchmarking and Metrics

Operating Engineers/Building Technicians

- Building Systems

Contracting Officers

- Performance Contracting
- ESPC Laws and Regulations
- Placing Task Orders under GSA Schedule 84

Expected Results for Those Completing this Training

Use the Energy Savings Performance Contract (ESPC) ENABLE program to enter into performance contracts for energy and water efficiency. Place a task order for the installation of targeted ECMs such as lighting, water, and HVAC controls in facilities smaller than 200,000 square feet, within a 6 week time-frame.

ESPC ENABLE Resources

The FEMP ESPC Website:

<http://www1.eere.energy.gov/femp/financing/espcs.html>

FEMP - ESPC ENABLE Website:

Coming Soon! Please visit the FEMP Project Funding Website and click on ESPC ENABLE:

<http://www1.eere.energy.gov/femp/financing/mechanisms.html>

GSA Schedule 84, SIN 246-53 Website:

<http://www.gsaelibrary.gsa.gov/ElibMain/sinDetails.do?executeQuery=YES&scheduleNumber=84&flag=&filter=&specialItemNumber=246+53>

ESPC ENABLE Program Overview

The Energy Savings Performance Contract (ESPC) ENABLE program, a new project funding approach, allows small Federal facilities to realize energy and water savings in six months or less. ESPC ENABLE provides a standardized and streamlined process to install targeted energy conservation measures (ECMs) such as lighting, water, and controls with measurement and verification (M&V) appropriate for the size and scope of the project. This allows Federal facilities smaller than 200,000 square feet to make progress towards important energy efficiency and water conservation requirements.

ESPC ENABLE Benefits

ESPC ENABLE builds off the success of the U.S. Department of Energy Federal Energy Management Program's (FEMP) ESPC program by offering an alternative for small, individual sites to implement projects. In addition to the advantages offered by ESPC projects under the DOE ESPC IDIQ, ESPC ENABLE offers agencies with small sites or facilities:

- Streamlined selection and acquisitions process using a proven contracting method widely used by federal contracting officers.
- Standardized tools and contract templates to speed the award process and ensure a more consistent understanding of how to execute projects.
- Qualified pool of vendors that can provide project financing opportunities for federal customers.
- Extensive technical support, particularly in the pilot phase, to ensure project success.
- Appropriate level of M&V that will include automated and simplified annual reporting.

ESPC ENABLE Procurement Process

The ESPC ENABLE program offers a new streamlined procurement process using the General Services Administration (GSA) Schedule 84, Special Identification Number (SIN) 246-53. Agencies may also use a site-specific approach; however, the same efficiencies may not apply. FEMP offers tools, templates, and assistance at each step of the ESPC ENABLE process. Making use of the FEMP-provided tools and standardized templates will produce the greatest value from an ESPC ENABLE project. The simplified process complies with all legislative and statutory requirements and includes the following steps:

- Agency posts Request for Quotation / Notice of Opportunity on GSA eBuy (or Fed Biz Ops for site-specific).
- Interested contractors respond with qualifications and price evaluation component.
- Agency authorizes contractor to perform Investment Grade Audit (IGA) utilizing FEMP- provided survey tools.
- Contractor presents final proposal that includes an overview of the proposed project, the audit findings and savings guarantees, M&V plan, and a price proposal.
- Agency and contractor reach agreement on the price and Scope of Work (SOW). Ordering agency issues a task order.
- ESCO installs ECMs and, after agency acceptance of the work, the guarantee period begins.

FEMP Resources and Technical Assistance

FEMP headquarters and field staff are available to provide technical assistance and training to Federal agencies interested in ESPC ENABLE projects. Contact FEMP to get started today.

Contact

Ben Engleman
 Contractor to the Federal Energy Management Program
BenEngleman@energetics.com
 202-406-4110

Chip Goyette
 Federal Energy Management Program
Chip.Goyette@EE.Doe.Gov
 202-586-9209

Glossary of Terms

Competition in Contracting Act (CICA) - The Competition in Contracting Act of 1984 (CICA), 41 U.S.C. 253, revised the FAR to encourage competition for the award of all types of government contracts. The purpose was to increase the number of competitors and to increase savings through lower, more competitive pricing.

Contracting Officer (CO) - An individual who can bind the United States Government to a contract that is greater than the Micro-Purchase threshold.

Contracting Officer's Representative (COR) - Contracting officers may designate qualified personnel as their authorized representatives to assist in the technical monitoring or administration of a contract. This individual is referred to as a contracting officer's representative.

Contract Officer's Technical Representative (COTR) - A Federal employee to whom a Contracting Officer has delegated authority in writing to act as his or her representative in monitoring specified aspects of contractor performance. These aspects may include ensuring that the contractor's performance meets the standards set forth in the contract, ensuring the contractor meets the technical requirements under the contract by the delivery date(s) and/or within the period of performance, and ensuring that the contractor performs within the price or estimated cost stated in the contract.

Energy-conservation measure (ECM) - A building material or component whose use will affect the energy consumed for space heating, space cooling, domestic hot water or refrigeration.

Energy Escalation Rate Calculator (EERC) - Computes an average annual escalation rate for fuel prices from the annual energy price forecasts of the DOE Energy Information Administration. This rate can be used to escalate contract payments in Energy Savings Performance Contracts and Utility Energy Services Contracts when the payments are based on projected annual energy cost savings.

ESCO - Commercial business providing a broad range of comprehensive energy solutions including designs and implementation of energy savings projects, energy conservation, energy infrastructure outsourcing, power generation and energy supply, and risk management.

Energy savings performance contract (ESPC) - A contracting method in which the contractor provides capital to facilitate energy savings projects and maintains them in exchange for a portion of the energy savings generated.

Energy Savings Performance Contract (ESPC) ENABLE ESPC ENABLE is a new project funding approach, allows small Federal facilities to realize energy and water savings in six months or less. ESPC ENABLE provides a standardized and streamlined process to install targeted energy conservation measures (ECMs) such as lighting, water, and controls with measurement and verification (M&V) appropriate for the size and scope of the project. This allows Federal facilities smaller than 200,000 square feet to make progress towards important energy efficiency and water conservation requirements.

Federal Acquisition Streamlining Act (FASA) of 1994 - The Federal Acquisition Streamlining Act of 1994 (FASA) made a number of changes in the way goods and services at, or below, \$100,000 are acquired. The Act replaces the \$25,000 threshold with a new "Simplified Acquisition Threshold" (SAT) of \$100,000 once an agency (or procuring activity within the agency) have achieved certain electronic commerce (FACNET) capabilities, are using them and certify that they have met the criteria. Until that time, the threshold is only increased to \$50,000.

Indefinite-delivery, indefinite-quantity (IDIQ) contract - This is a type of contract that provides for an indefinite quantity of supplies or services during a fixed period of time. The legal origin of IDIQ contracts is the Federal Acquisition Regulation (FAR), section 16.501(a).

Investment-grade audit (IGA) - The IGA consists of an ESCO site visit to gather baseline data and identify savings opportunities, and the ESCOs use of FEMP provided excel-based audit tools. The tools will produce estimates of guaranteed savings that form the basis of the ESCOs final proposal to the agency.

Independent government estimate (IGE). An internal government document that tracks the government's appraisal and pricing of a task order.

Measurement and verification (M&V) - A process of using measurement to reliably determine actual savings created within an individual facility by an energy management, energy conservation or energy efficiency project or program. As savings cannot be directly measured, the savings can be determined by comparing measured use before and after implementation of a project, making appropriate adjustments for changes in conditions.

Project facilitator – Project Facilitators (PF) are not required to support an ESPC ENABLE project, but will be made available by FEMP to Pilot Projects. A DOE approved PF is required for ESPC projects under the DOE ESPC IDIQ. These specialists provide expert assistance to guide Federal agencies through the ESPC process.

Task order - A task, delivery, or call order for supplies and/or services placed against an established contract, blanket purchase agreement (BPA), or basic ordering agreement.